DIVISIONAL FOREST OFFICER
Date 22-4-99

No 84

DIVISIONAL FOREST OFFICER
(SOUTHERN CIRCLE)

ESTABLISHMENTS.

1. The period for which a temporary establishment is sanctioned should always be stated in the order sanctioning the entertainment of such establishment, and, if in any case this be omitted to be done, the Accountant General should call the attention of the Local Government to the omission. (G. I. No. 4409, dated 9th December 1872; *vide* G. R. No. 253, dated 20th January 1873.)

2. The remuneration that may be proposed for temporary establishments should include, in addition to salary, travelling and other miscellaneous allowances wherever such allowances if not consolidated with salary would have to be paid separately. (G. R. No. 4883, dated 18th December 1882.)

3. Superintendents of Jails are permitted to employ such extramural guards as may be from time to time required under the general control of the Inspector-General of Prisons, who will issue such subsidiary instructions as may be necessary. The Inspector-General will be held responsible that the sums thus expended are recouped to Government. He will budget for the total amount of expenditure likely to be incurred under this head, and for the revenue to be derived from it. If it ever happens that the budget allotment falls short of his requirements, Government will entertain proposals for increasing the allotment, provided that the receipts cover the expenditure, and in emergent cases the Inspector-General may, on his own responsibility, sanction the employment of these guards, even though funds be not immediately available; and he may transfer sanctions from one Jail to another.

These orders will, it is considered, enable guards to be entertained when and where they are wanted, without delay. The Inspector-General will be held answerable that no irregularities or loss to Government occurs.

The Inspector-General should arrange with the Accountant General for his sanction being duly communicated to the latter officer, in order that the bills for these extramural guards may be properly audited. (G. R. Nos. 2547, dated 13th August 1875, and 1338, dated 13th April 1891.)

4. The Commissioner in Sind is authorised to sanction establishments or changes in establishments of the Indus Conservancy Department the salaries of which do not exceed Rs. 15, all salaries above Rs. 15 requiring the sanction of Government. The Commissioner should exercise the closest scrutiny over any new expenditure in connection with the Indus Conservancy Fund. (G. R. No. 3916, dated 12th September 1877.)

5. The Commissioner in Sind is authorized to sanction the employment of pilots on the establish-

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ment of the Indus Conservancy Department, within the limit of the sanctioned scale, as the exigencies of the service may require. The restriction placed by G. R. No. 3916, dated 12th September 1877, as to the amount of salary need not be observed in the case of the pilot establishment. (G. R. No. 2774, dated 31st July 1880.)

6. The allowances drawn by the two Civil Members of the Council of His Excellency the Governor of Bombay for the maintenance of an establishment of personal attendants should cease. The Government of Bombay may sanction such appointments in lieu of the men paid from the allowance as may seem necessary. (G. I., F. & C., No. 1862, dated 2nd December 1884; *vide* G. R. No. 7, dated 3rd January 1885.)

7. The Commissioner in Sind, the Commissioner of Customs, Salt, Opium and A'bkári and the Inspector-General of Police should, when submitting proposals for the employment of additional Police establishments, enter in the proposition statements the net amounts actually paid to the men and not the former* nominal rates of their pay. (G. R. No. 1799, dated 9th June 1888.)

8. The charge to employers on account of police employed under Sections† 14 and 16 of Act VII of 1867 should be the same whether the men supplied to them are temporary or permanent. Temporary men should not receive more actual pay than permanent ones. When temporary men are employed, the difference between the pay charged to employers and the pay the men receive should be credited to Government in consideration of the increase of general cost of entertaining a larger body of police than, but for the requisitions of private employers, would otherwise be necessary. This will be in addition to the 12‡ per cent. which is a general rate leviable whether the police employed are temporary or permanent. (G. R. No. 2474, dated 6th August 1888.)

† Cl. Sections 22 and 25 of Act IV of 1890, which repealed Act VII of 1867, except Sections 33 and 34.

In ruling that the charge to employers should be the same whether the men supplied were temporary or permanent, it is intended that employers

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* *Note.*—Such a thing as gross rate of pay for policemen has ceased to exist from the date of abolition of the Police Superannuation Funds. But, owing to this fact having been overlooked, the old rates of pay are often quoted and in the case of temporary policemen actually disbursed under the impression that they are simply being exempted from subscribing to the Superannuation Fund which nowhere exists. There is only one scale of pay recognized by the rules, and that is the reduced scale after deduction of what used to be paid in the Superannuation Fund. All other rates are unauthorized and should be considered as abolished from August 1st, 1888. (G. R., J. D., No. 3877, dated 21st July 1888.)

‡ Under Government Resolution No. 1603, dated 6th May 1891, a contribution of six per cent. is levied in the case of extra or additional police entertained for municipalities, companies, private persons, &c., for all items except clothing, and in order to recoup the District Clothing Funds a separate capitation contribution for clothing is levied in addition at the rates laid down in Government Resolution, Judicial Department, No. 4941, dated 9th September 1890.

besides paying pension contribution on account of permanent men, should pay an equal amount on account of temporary men as a set off against general charges. The charge to employers will thus be the actual net pay of the men *plus* the $\frac{1}{6}$th or $\frac{1}{12}$th levied under Article 421 of the Civil Service Regulations *plus* the contribution for clothing. It is presumed that when men of the permanent force are lent to private bodies, &c., without any substitutes being employed, there would be no difficulty in crediting the extra charges to pension, &c., and whenever permanent men can be conveniently spared, this should be done. (G. R. Nos. 3982, dated 24th December 1888, and 1253, dated 25th March 1889.)

9. Collectors of districts are authorized, in the case of establishments under them, to depute officers on the permanent establishment on temporary duty on the understanding that when the temporary duty ceases they will return to the permanent establishment. (G. R. No. 1984, dated 25th June 1888.)

10. The service of the employés at the Gokaldas Tejpal Hospital should be treated as ordinary Government service, the municipal contribution being considered a payment to Government and not a trust fund. There is no necessity, however, to alter the arrangement under which the amount to be paid by the Municipality is measured by the cost of the establishment and contingencies. (G. R. No. 3814, dated 20th November 1890.)

11. The entries in the column of the annual establishment statement, Form No. 3, Civil Account Code, Vol. I, showing the date of birth, should be based on the entry in the service book and not made at random. (G. R. No. 981, dated 14th March 1894.)